



COUNTY OF LOS ANGELES

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August 21, 2007

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **PANDEMIC INFLUENZA BUSINESS PREPAREDNESS EVENTS --
SEPTEMBER 11 AND 12, 2007**

This is to inform you that the Department of Public Health (DPH) will be sponsoring two Los Angeles Regional Preparedness Summits in September 2007 to offer businesses important information, tools and resources on such topics as emergency response coordination, pandemic influenza preparedness, and business continuity of operations planning. DPH has partnered with the Los Angeles Area Chamber of Commerce, the Valley Industry & Commerce Association, and the Small Business Administration on these events, which are timed to occur in September which is National Preparedness Month.

The first summit will be held on Tuesday, September 11, 2007, from 8:00a.m. – 12:00p.m. at the Sportsman's Lodge in Studio City, California. The second summit will be held on Wednesday, September 12, 2007, from 8:00a.m. – 12:00p.m. at the Conference Center of Our Lady of Angels Cathedral in Los Angeles, California. These events target small and medium businesses (less than 1,000 employees) in Los Angeles County.

The Los Angeles Regional Preparedness Summits are designed to help owners and managers of small- to medium-sized businesses prepare their employees, operations and assets in the event of an emergency. Our aim is to raise awareness of the need for business planning for emergency situations that could affect their normal business operations.

Each event will feature a series of speakers. After a brief tutorial about pandemic influenza, panelists from an array of government agencies will address the federal and local response plans in the event of a pandemic influenza. The events will culminate with a panel designed to promote continuity planning for the businesses and provide steps to build these vital emergency plans.

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Summit participants will receive toolkits and resources which include checklists and sample plans from Homeland Security's successful *Ready* Campaign.

To register for the Los Angeles Regional Preparedness Summits, or get further information, businesses may visit www.lachamber.org and select the event from the event calendar page. If they have any questions, they may contact Stephanie Caldwell at (213) 240-8291.

If you have any questions or need additional information, please let me know.

JEF:sc

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors